

MD iMap Technical Committee Meeting Minutes

Place: Maryland Department of the Environment (MDE): Terra Conference Room (Baltimore, Maryland)
Date: 03/16/10
Time: 1:00 PM – 4:00 PM

Attendees: Graham Petto (MDP), Julia Lukens (DBED), Julie Spangler (MD Poison Center), Bill Fearington (DJS), Brad Spittel (BMC), Frank Siano (MDE), Doug Adams (Baltimore County), Scott Jeffrey (CCBC), Brad Wolters (DHCD), Ashley Buzzeo (CGIS), Jon Curtis (Baltimore County), Kenny Miller (GIO – DoIT), David Geeraerts (CGIS), Michael Bentivegna (CGIS), Mick Brierly (MEMA), Ron Witkowski (DoIT), Mark Helmken (CGIS), Brooks Weaver (MES)

Summary: *The following minutes cover the notes that were taken during the MD iMap Technical Committee meeting that was held at location, date and time period noted above. This document is published for reference purposes only, and any questions as to its contents must be directed to either the Maryland State Geographic Information Officer (GIO) or the co-chairs of the MD iMap Technical Committee.*

AGENDA:

- Introductions
 - 1:00 PM – 1:05 PM (5 minutes); *actual 1:06 PM – 1:08 PM (2 minutes)*
- Review of March 2, 2010 Meeting Minutes
 - 1:05 PM – 1:10 PM (5 minutes); *actual 1:08 PM – 1:12 PM (4 minutes)*
- Technical Committee Charter – Final Review
 - 1:10 PM – 1:25 PM (15 minutes); *actual 1:12 PM – 1:17 PM (5 minutes)*
- MOU – Final Review
 - 1:25 PM – 1:45 PM (20 minutes); *actual 1:17 PM – 1:32 PM (15 minutes)*
- MD iMap Geocode Service – Lat/Long
 - 1:45 PM – 2:00 PM (15 minutes); *actual 1:32 PM – 1:47 PM (15 minutes)*
- Other Items – **NEW**; *actual 1:47 PM – 2:00 PM (13 minutes)*
- Towson University Center for GIS – Security Presentation
 - Michael Bentivegna
 - § 2:00 PM – 3:00 PM (1 hour); *actual 2:07 PM – 3:02 PM (55 minutes)*
- Security Plan Discussion / Next Steps
 - 3:00 PM – 4:00 PM (1 hour); *actual 3:02 PM – 4:06 PM (1 hour, 4 minutes)*

ACTION ITEMS: *As defined by the MD iMap Technical Committee Chairs*

Action Items:	Date Assigned:	Follow Up By:
Obtain information concerning costs to update the Geocode tool to include Latitude/ Longitude outputs <ul style="list-style-type: none"> • Research where these funds will come from 	3/16/10	CGIS, Co-chairs, GIO
Determine the classification of MES	3/16/10	Brooks Weaver
Draft a Security Plan (Target Date: April 20, 2010) <ul style="list-style-type: none"> • Next MD iMap Executive Committee Meeting on April 28, 2010 	3/16/10	Security Subcommittee
Research Security changes to base ArcGIS products within ArcGIS 10 release	3/16/10	CGIS
Obtain additional MD iMap Technical Committee members through outreach <ul style="list-style-type: none"> • Email potential new members (Doug Adams has potential member 	3/16/10	Outreach Subcommittee,

emails)		Co-chairs
Application Subcommittee needs to be reassembled and recommence meeting regularly	3/16/10	Co-chairs, GIO
Obtain Tech Comm endorsement of a CAD system study to be completed statewide to find commonalities amongst the CAD systems	3/16/10	Co-chairs, GIO
Updates to MOU	3/16/10	Co-chairs
Updates to 3/2/10 Minutes	3/16/10	Brooks Weaver
Updates to Tech. Comm. Charter	3/16/10	Co-chairs
Setup next Centerline/Address Point Business Plan meeting	3/2/10	Co-chairs
Follow up with policy & procedures documentation for Data Submission, Services Submission	3/16/10	CGIS, Data Subcommittee
Check with DoIT about an existing state-level Change Control Policy	3/2/10	Co-chairs, GIO

Completed Action Items:	Date Assigned:	Follow Up By:
Setup a Data Subcommittee Meeting for week of 3/29/10	3/16/10	Ashley Buzzeo
Distribute BMC Memo concerning recommendations for CAD study to all Tech Comm members	3/16/10	Co-chairs
Next meeting for Centerline/Address Point Business Plan is scheduled for March 10 @ 1p.m. <ul style="list-style-type: none"> Need to make sure Kenny Miller will be in attendance Need to follow up with Kenny Miller about what proposal will be going to the Numbers Board Strongly suggested that this documentation focus on meeting the needs of the state-level CAD system <ul style="list-style-type: none"> Incentive to local organizations to move to the state system, which will have licenses and data available 	3/2/10	Co-chairs
Check with Sandi Cone about potential Centerline/Address Point documentation that might prove useful in composing the Business Plan	3/2/10	Co-chairs
Follow up with Kenny Miller concerning the Communications Plan	3/2/10	Co-chairs
Check with DoIT about resuming an active representative at the Tech. Comm. meetings	3/2/10	Co-chairs, GIO
Follow up concerning room availability (12p.m. – 3p.m. or 1p.m. to 4p.m.) for next Tech. Comm. meeting	3/2/10	Co-chairs, Frank Siano
Comments on MOU to Graham Petto by COB 3/10/10	3/2/10	Tech. Comm.
Comments on 2/2/10 Minutes to Graham Petto by COB 3/5/10	3/2/10	Tech. Comm.
Comments on Tech. Comm. Charter to Graham Petto by COB 3/5/10	3/2/10	Tech. Comm.

MEETING NOTES:

- **Pre-Meeting Notes:**
 - Doug noted:
 - § Nine (9) counties along the Eastern Shore of Maryland have received funding from the Numbers Board, and image capture is going to begin shortly.
 - § *Why wasn't the MD iMap Technical Committee notified?*
- **TOPIC #1: Introductions (1:06 PM – 1:08 PM)**
 - Graham gave an introduction explaining the meeting is split in to two parts.
 - § Part 1 focusing on what has been accomplished to date.
 - § Part 2 focusing on Security presentation.

- **TOPIC #2: Review of March 2, 2010 Meeting Minutes (1:08 PM – 1:12 PM)**
 - Doug noted:
 - § Action Items:
 - Add the “who”
 - § Update “iMap” to “MD iMap”
 - § 3rd year anniversary of the “Data”, not iMap
 - § “Graham noted that a survey is being released.”
 - What happened to the survey? It was tabled.
 - § Graham noted that we are scheduled to meet with the “numbers board” – it should have been the Business Plan Working Plan
 - Graham noted that the meeting was cancelled.
 - Ashley noted:
 - § Page 4
 - Graham noted that a SURVEY is about to be released (to E-911 Centers) asking for what (additional) datasets need to be included with the Plan.
 - This is incorrect. It should only focus on the Road Centerline.
- **TOPIC #3: Technical Committee Charter – Final Review (1:12 PM – 1:17 PM)**
 - We want to expand and diversify our membership.
 - Towson University is “Not for Profit”.
- **TOPIC #4: MOU – Final Review (1:17 PM – 1:32 PM)**
 - Comments have been received, but have not been incorporated to date – as the Co-Chair wanted to get feedback from the Technical Committee prior to sending the document to the Governor’s Office’s Legal Team.
 - Question:
 - § Is the MOU focused on data sharing with MD iMap or is it for the State of Maryland?
 - Kenny noted that MD iMap would be a small portion of the MOU.
 - It was noted that the MOU should be updated to focus more on the State, rather than tailored more towards MD iMap.
 - § Need to start by updating the Title to reflect BOTH MD iMap and the State of Maryland.
 - It was noted (*by Kenny and Julia*) that this document will need another review period.
 - Remove references to EXPIRATION and GOVERNOR O’MALLEY.
 - Incorporate “periodically” on page top of page 2.
 - “The document should not be an attachment.”
 - “This MOU does not confer rights on any third parties to receive or share any spatial data supported by the State as a part of MD iMap. No agreement to share or exchange data will confer exclusive rights to data to or by any of the parties.”
 - § Doug noted:
 - Any data that is shared between partners will need to be shared with the public.
 - Julia noted that not all data can be shared.
 - § Doug noted that the data sharing agreement would cover this issue.
 - This section needs to be re-written.
 - **Data Submission Policy Document (John – Carroll County)**
 - § The original MOU doesn’t have anything for the coordinate system or spatial data.

- It would be beneficial to note that users are required to submit coordinate system information when submitting data; especially if the coordinate system that they are using isn't supported by MD iMap.
 - There was a motion put forth to re-review the document prior to sending the document to the Executive Committee and Governor's Legal Team.
- TOPIC #5: MD iMap Geocode Service – Lat/Long (1:32 PM – 1:47 PM)
 - From Kaushik Dutta
 - Incorporating a *Geocoding Tool*.
 - § Develop a new Geocoding Service that will return *Lat/Long*.
 - The expectation will take
 - 15 minutes per centerline
 - 10 minutes to develop the service
 - § It was noted that Kaushik will have to look in to incorporating the geocode service in to the base basemap service.
 - § The service that we are running right now, we have the ability to access the service and upload multiple addresses.
 - It gives us back a file that has that addresses Geocoded, but not to Lat/Long (X/Y).
 - § We, Tech Committee, need to submit an update request to ESRI to provide a tool that gives Lat/Long information from addresses submitted.
 - § We, Tech Committee, need to get budgetary information for what it will take generate this tool. Then we will need to figure out where the funds will come to fund this update.
 - § Two (2) Solutions:
 - #1:
 - Geoprocessing Wizard
 - § Process the addresses and kick-out Lat/Long
 - #2: (*This option was recommended because it is easier to maintain*)
 - Go back to base geocoder and update it to output Lat/Long.
- NEW: Other Items: (1:47 PM – 2:00 PM)
 - Data Subcommittee
 - § Ashley:
 - Restart next week (due to low attendance and need for the committee to reconvene)
 - Outreach Subcommittee
 - § Doug:
 - Need to get this subcommittee back up-and-running because w/o this committee
 - Public Safety Subcommittee
 - § Doug:
 - Need to research the various CAD systems that exist throughout the State in order to have a better understanding of what needs exist for data within these systems; i.e., road centerlines, etc.
 - Doug noted that it would be beneficial to submit a project request to the Numbers Board to approve this project.
 - A note was made to the gentleman from MSP that attended the 03/02/10 Technical Committee meeting; and how he noted that MSP does not have the authority to get the funding for road centerline development.

- Also, possibly need to write an RFP to get bidders to respond. Then take that information to the Numbers Board to get funding.
 - A note was made to Anne Arundel.
- Break (2:00 PM – 2:07 PM)
- TOPIC #6: Towson University Center for GIS – Security Presentation (2:07 PM – 3:02 PM)

- Sections:

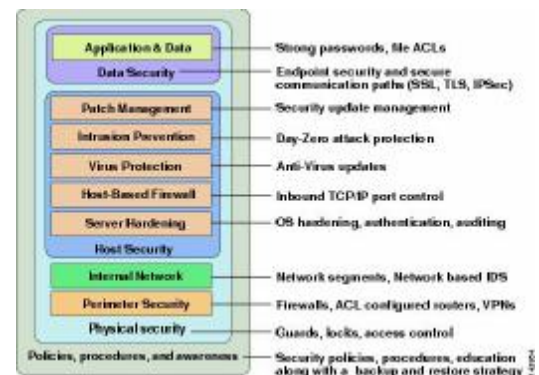
§ **Agenda**

§ **What is Security?**

- Federated Services – Security is Distributed
 - *Section not included in presentation, but mentioned during presentation*
- Does this force us to use “active directory”?
 - Federated Services doesn’t care what authentication service is being used. A token is sent to the Federated Service and allows authorization accordingly.

§ **Layered approach to security for MD iMap**

- AGS Security is very limited.
 - MD iMap is secure through the “Host Security” section – *see graphic (on right).*



§ **MD iMap security component review (P.1)**

§ **High Level Review**

- Since we don’t have funding for a full system, we can put a “Virtual Server” on the Web Server for security to the web applications.
 - “Virtual Servers” are very difficult to hack in to at this time.
 - DOIT representative noted that there is a way to hack in to it, but as long as the “way” is covered, it is, again, very difficult to hack in to at this time.
 - Doug asked:
 - Don’t we need server licenses for the virtual servers?
- § Michael noted that yes; we will need funding for the server licenses.

§ **MD iMap security component review (P.2)**

- AGS, out of the box, does provide security.
 - Two Mechanisms:
 - § Leverage Windows Security
 - § Utilize Database User Store
- AGS security
 - You can only do one folder at one level.

§ **MD iMap security component review (P.3)**

§ **ESRI AGS folder based security**

§ **AGS folders are based on hierarchy**

§ **Folder based on roles**

§ **AGS folders based on granular roles**

- § High Level Requirements – DNR
- § High Level Requirements – CSSC (P.1)
- § High Level Requirements – CSSC (P.2)
- § Security and Identity Management Review
- § IBM Tivoli Identity Manager
- § Café-Soft Identity Module
- § CA Identify Lifecycle Manager
- § Microsoft Identity/Integration 07
- § Comparison of Products

- Information presented on this slide is from “market research” and additional efforts need to be put forth to gather updated information accordingly.

§ Comparison of free [open source] products

- Both of the following packages work with Windows (active directory):
 - OpenSSO
 - JOSSO

• TOPIC #7: Security Plan Discussion / Next Steps (3:02 PM – 4:06 PM)

- All projects are within the Enterprise. – David G. (CGIS)
- There are no restrictions on Open Source. – Kenny (GIO)
- Are there policies from DOIT that would drive agencies in a particular direction when it comes to security? – Kenny
 - § The (Maryland) State IT Security Policy is followed. – (DOIT)
- Based on the current AGS security structure, we would need to put all of our security-sensitive data in to one folder? – Doug
 - § Yes, you would have to assign all services to one folder (NO SUB-FOLDERS).
 - *This would also hold true with the current ISO structure.*
 - § You could create multiple SECURE folders, but they would all have to be at the same level.
- The AGS security structure DOES NOT SCALE WELL.
- We (MD iMap Tech Committee) need to identify and recommend \$100K to implement a security infrastructure.
 - § Including a generation of requirements for this security infrastructure.
- We will eventually have public users, and to that end, we (MD iMap Tech Committee) will want to know who is using the system and what parts of the system.
- Is there a package that will handle it all no matter the cost? – Julia
 - § No. Most of the security packages are based on web protocols – secure all things with the web.
 - ArcMap and ArcCatalog are not web applications / web browsers. Hence they do not have HTTP standards / protocol.
- Are there two security products; i.e., one for the web and one for the desktop? – Kenny
 - § AGS security (ESRI) is for the desktop.
- If you make a connection within ArcCatalog. There is an interface for inputting web protocol.
 - § There are four, different means of security authentication:
 - Basic *Authentication*
 - Digest *Authentication*
 - Certificate *Authentication*
 - Windows *Authentication*
 - *Only available within ESRI products; i.e., the authentication is HARD-CODED.*

- Parcel Data
 - § It was noted that previously Maryland jurisdictions noted the following in regards to accessing their Parcel Data:
 - Users can view their data (for certain jurisdictions)
 - Users can download their data (for certain jurisdictions)
 - Users cannot access their data (for certain jurisdictions)
 - *The Governor's Office was brought in to these cases so that "public" data can be made public.*
- User-Base of MD iMap (*approx.*)
 - § 15% of users are high-end GIS users
 - § 85% of users are general public
- NIMA
 - § Security for MEMA
 - Security is handled in a "general" way; i.e., some named user accounts were given and each agency (*respectively*) got a general, global account.
- Juvenile Services
 - § There are various datasets that are from Juvenile Services that would be more beneficial mapped in a spatial environment.
 - § Mapping this sensitive data will open up a whole other level of users.
- MD iMap Project Funding
 - § Kenny Miller – 2/3 of funding
 - § CSSC – 1/3 of funding
- Mark (CGIS) noted that he will provide CGIS staffing to get this documentation generated:
 - § Define the requirements / funding for the MD iMap Security Infrastructure
 - Security – *overall*
 - Authentication
 - User Registration
 - Support
- Brad / Bill (DHCD)
 - § Will work on behalf of agencies that have secure information.
 - Define a Use Case in order to provide an explanation of why security is needed.
 - § Is there any way to work in / hard-code user credentials per dataset?
- Maryland Department of Planning (MDP), Maryland Archives and Virginia (at Viper) are recommended to have involved with this system because they have a lot of information that would benefit MD iMap and the State in general.
- HTTPS is strictly encrypting your connection with the system – making your data encrypted. It is not authentication or authorizing anything.

-END MEETING-